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26 July 1956

MEMORANDUM FOR: Colonel Jack A. Gibbs, Deputy Project Director

THROUGH : Project Director of Administration

SUBJECT : Detachment A Flight Pay

REFERENCE : [redacted] Paragraph 1

1. In most instances the delay in getting the flight pay is occasioned by Forms 1 and certificates not being transmitted to Headquarters in time for them to be forwarded to Bolling by the 20th of the month. The necessary records must reach Bolling by the 20th in order for the flight pay to be included with the regular pay; otherwise, a separate voucher has to be prepared which causes a delay.

2. We previously checked into [redacted] flight pay at his request and found out that Bolling had somehow completely slipped up on his April pay and that his June pay was on the way before the May voucher had been completed. In other words, everything was messed up in this instance; but we have been assured that everything now is straightened out.

3. [redacted] has just received a memorandum written by [redacted] following his visit to Detachment A. Apparently this and other matters have been discussed. It was agreed that Detachment A will submit unsigned Forms 5 which will then be processed to Bolling. MPD has asked Bolling to make a complete run-down on each man for the fiscal year showing his flight status. This will permit Base A to maintain its own Form-5 folder if they so desire. It will help everyone concerned if they would maintain a duplicate of the Form-5 folder.

4. MPD is more than anxious to do everything possible to expedite the processing of flight pay; and, of course, everything depends on Detachment A getting the necessary records to Headquarters.

[redacted]
Project Personnel Officer

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